

South Carolina State Library Board
Meeting Notes
May 23, 2012
10:30-12:00

Present: Debbie Hyler, Dan Mackey, Earl Mitchell, BG Stephens, David Goble, and Leesa Benggio

Chair, Dan Mackey called the meeting to order.

The minutes of the December 7, 2011 meeting were accepted as written.

Reports:

A. Directors Report/Actions

1. **Building Consolidation** - The decision to consolidate the staff into the 1500 building was made for the following reasons:
 - a) The rent on the 1430 building which exceeds \$400,000 resulted in budget losses of more than \$180,000 over the last 5 years. Because the rent did not reduce with each successive cut the money to meet the cut came from operations and state aid. Future losses as a result of budget cuts would be devastating.
 - b) The rent per person exceeded \$24,000. This was not a justifiable expense from a taxpayer's point of view.
 - c) The spreading of the reduced staff over two buildings created organizational culture issues around management practice, exposure to the leadership, fairness etc. These issues were more apparent than real, but complaints were constant over the last few years that staff in the 1430 building had more perks than those in the 1500 building.
 - d) Management believes a more cohesive unit will result from the consolidation.
 - e) The SC Center for Children's Books and Literacy is not happy about losing their space.
2. **DISCUS Evaluation Results:**
 - a) Creating the partnership with PASCAL has resulted in significantly more resources for citizens with the same amount of SCSL dollars expended.
 - b) Public libraries will have access to more public library type resources. EBSCO's Auto Repair Reference Center and EBSCO's Novelist are two of the databases they will find particularly useful. Savings to public libraries exceeded \$300,000.
 - c) PASCAL's savings are more difficult to calculate but probably exceeded \$200,000.
3. **Budget Update** – The FY 2013 budget has not yet been approved. The House Ways & Means Committee provided for almost \$1,000,000 in recurring funds for state aid, left us in position for excess prize money from the Education Lottery, but removed the \$733,000 in Election Day funds from the Education Lottery. The Senate has reinstated the Election Day funds. Although there is much that can happen between now and the time the budget is approved, this year will almost certainly be better than previous years.
4. **Dress Policy** – The board voted and approved changes to the Dress Policy.

South Carolina State Library Board
Meeting Notes
May 23, 2012
10:30-12:00

B. New Business – Agency Head Search

1. Search Process:

- a) Leesa explained to the board that the position was posted on April 18th with a closing date of June 30th. The position has been posted in Library Journal, where it was a featured position, and all other traditional locations for posting.
- b) Leesa reported that there had been numerous applications but only 4 that were worthy of further review at this time.
- c) The board agreed that the search procedure would proceed with Leesa making the first determination based on eligibility requirements of the position, that Dan, David* and Leesa would screen those who met the eligibility requirements and make a determination as to who should receive screening calls. The board agreed further that Dan, David*, and Leesa would make recommendation to the board as to who should receive on-site interviews. Note: *Subsequent to the meeting David entirely withdrew from the process.

2. Evaluation Process:

- a) The board was presented with the concept of a full day interview process. The schedule was adjusted to make the library tour earlier in the day but all members present agreed to the schedule.
- b) The board was presented with a list of questions that would be used to screen candidates during the phone calls and a second list to be used during the onsite interview. There was discussion as to whether all questions would be used, but in general the board agreed with the proposed questions.
- c) The board was presented with a topic for a presentation to be made by the candidate. David explained that the purpose of the topic was to assure the board that a candidate understood the breadth of responsibility held by the position as well as to assure that the candidate had sufficient budget expertise.

5. Selection Process – The board agreed that:

- a) Applications would be received through May 23rd ** Note: In a subsequent meeting the board decided to extend the date for receipt of applications through June 30.
- b) Applications would be evaluated for eligibility on or before May 24th
- c) Phone Screenings would take place the first week in June
- d) Onsite interviews would take place during the second and third week of June

The next meeting of the board will be determined by the interview schedule that will be determined by board/candidate availability.

The next official board meeting is scheduled for July 25th at 10:00 AM.

Adjournment: The meeting adjourned at 12:00 p.m.

David S. Goble, Director